



Department of Defense INSTRUCTION

NUMBER 7050.3

November 9, 1984

IG, DoD

SUBJECT: Access to Records and Information by the Inspector General, Department of Defense

References: (a) DoD Directive 5106.1, "Inspector General of the Department of Defense," March 14, 1983
(b) Public Law 95-452, "Inspector General Act of 1978," as amended
(c) DoD Directive 4105.62, "Selection of Contractual Sources for Major Defense Systems," January 6, 1976
(d) DoD 5200.1-R, "Information Security Program Regulation," August 1982, authorized by DoD Directive 5200.1, June 7, 1982
(e) DoD Instruction 6055.7, "Mishap Investigation, Reporting and Recordkeeping," December 16, 1981

1. PURPOSE

This Instruction provides, under references (a) and (b), DoD policy and assigns responsibilities for expediting access to DoD records required by members of the Office of the Inspector General, Department of Defense (OIG, DoD), in the performance of their official duties.

2. APPLICABILITY AND SCOPE

2.1. This Instruction applies to the Office of the Secretary of Defense, the Military Departments, the Organization of the Joint Chiefs of Staff, the Unified and Specified Commands, and the Defense Agencies (hereafter referred to collectively as "DoD Components") and to the OIG, DoD.

2.2. This Instruction applies to both appropriated and nonappropriated fund activities.

3. POLICY

3.1. The OIG, DoD, to carry out its responsibilities under references (a) and (b), must have expeditious and unrestricted access to and, when required, must be able to obtain copies of all records, reports, investigations, audits, reviews, documents, papers, recommendations, or other material available to or within any DoD Component.

3.2. No officer, employee, or service member of any DoD Component may deny the OIG, DoD, such access. Only the Secretary of Defense can deny certain types of information based on criteria that are listed in subsection 6.1. of reference (a) and Section 8 of reference (b).

4. RESPONSIBILITIES

4.1. The Heads of DoD Components shall:

4.1.1. Establish procedures that will ensure that any request by a member of the OIG, DoD, for access to records or information relating to matters under authorized audit, inspection, investigation, followup, or oversight projects by the OIG, DoD, is granted immediately, or that objections requiring action by the Secretary of Defense, regarding the release, are submitted in writing to the Inspector General, DoD, by the Component head no later than 15 days from the date of request.

4.1.2. Designate a senior official to handle all questions by Component personnel regarding access to information by OIG, DoD, personnel and to ensure compliance with this Instruction. The OIG, DoD, will be informed of the official so designated.

4.2. The Inspector General, DoD, shall:

4.2.1. Ensure that OIG, DoD, officials possess a proper security clearance when classified data are requested by them.

4.2.2. Establish procedures for confirming to the DoD Components the security clearances of OIG, DoD, personnel regarding access to records and information.

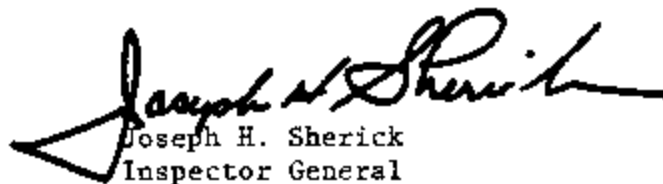
4.2.3. Ensure that, when special access program provisions require and when specifically requested, an access request is submitted through appropriate channels for

information or materials protected by special access controls imposed by the Department of Defense or non-DoD organizations.

4.2.4. Ensure that the procedures, which conform to applicable Directives or Instructions (including DoD Directive 4105.62, DoD 5200.1-R, and DoD Instruction 6055.7, references (c), (d), and (e)), are established, providing for proper safeguarding of records and information obtained by the OIG, DoD.

5. EFFECTIVE DATE AND IMPLEMENTATION

This Instruction is effective immediately. Forward one copy of implementing documents to the Inspector General, Department of Defense, within 120 days.



Joseph H. Sherick
Inspector General